

Minutes of the 2nd Meeting, was held on 10th April, 2026 at 3 PM at the chamber of the Principal Sir.

Meeting was presided over by the Principal Prof. Dr. Pikash Pratim Maity, Ph. D. and the following members were present in the meeting:

1. Prof. Dr. Pikash Pratim Maity, PT & Ph. D.
2. Dr. Smarajit Maiti, Ph. D.
3. Dr. Subhankar Patra, PT.
4. Mr. Biswajit Chakraborty
5. Dr. Gobinda Kumar Sarkar, PT.
6. Dr. Suprity Maiti, PT.
7. Dr. Abanti Aich, Ph. D.
8. Mr. Sourav Mondal
9. Mrs. Tulika Chaudhury
10. Mrs. Payali Maity
11. Mr. Pintu Pal
12. Miss Ankita Nanda
13. Miss. Sudipta Maity
14. Mr. Pallab Kumar Pradhan

Agenda 1 : HIHS – NIRF committee members was added.

Resolution : It was decided by the Hon'ble Principal sir that more members would be included in the committee such as Registrar madam, Administrative Officer madam and two more HODs were also added in the committee and accordingly another notice was issued and copy also annexed herewith for your knowledge & reference please.

Agenda 2 : HIHS official website modified – Google Form all Students.

Resolution : For the work of NIRF it is primary required the Institution website has to modify and updated and accordingly Miss Sudipta Madam was entrusted to do the work.

It was also discussed and resolved that:

A] Faculty & Staff C V / Resume should be updated and provide into PDF file then same would be uploaded into Institution website.

B] Students – It is necessary that students data should be collected for issued them a Google Form and accordingly Mr Sourav Modal, Mr. Pallab Kumar Pradhan and Miss Sudipta Madam prepare a Google Form with the collection of all possible data and accordingly Google form prepared with final confirmation by the Principal Sir and it would be issued them in their respective Year & Department WhatsApp group and issued a Google Form.

In NIRF last three [3] Years data is essential for the same, such as

1. Academic Year 2025 – 2026
2. Academic Year 2024 – 2025
3. Academic Year 2023 – 2024

We added more 3 years data for our reference as mentioned below:

4. Academic Year 2022 – 2023
5. Academic Year 2021 – 2022
6. Academic Year 2019 – 2020

C] All HODs are requested to provide data through excel sheet to Mr. Pallab Kumar Pradhan for data collection and data verification.

D] Possible data also be collected from Admission Department except current academic year.

It is a collection of data from all possible end i.e.

Plan A – Google form by the students

Plan B – Data from HODs of the respective departments

Plan C – Data collection from Admission Cell

Problems are discussed for Google Form and accordingly suggestion was made for Google Form to all the members.

E] One Google Form also be issued for Pass out students.

F] Scholarships Details are also required for the Academic Year

A Y 2021 – 2022 , A Y 2022 – 2023 , A Y 2023 – 2024 ,

A Y 2024 – 2025 , A Y 2025 – 2026.

The student's data for BPL and EWS are required and it would be uploaded for the same.

The meeting was ended with vote of thanks and requested to all the members coming three [3] months i.e. April, May & June we have to work more for the success of the NIRF ranking.

Agenda 3 : Miscellaneous

Resolution : The meeting was ended with vote of thanks and requested to all the members that coming three [3] months i.e. April, May & June we have to work more for the success of the NIRF ranking of the Institution.



10/04/2026

Prof. (Dr.) Pikash Pratim Maity, Ph. D.
Principal &
Chairman, HIHS – NIRF committee.

Prof.(Dr.) Pikash Pratim Maity, PhD
Principal
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